

Fast

10/9/80

C O N F I D E N T I A L

NOTICE NO.
LN 20-216

LN 20-216
PERSONNEL
8 October 1980

VACANCY NOTICE

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1. Attached is a listing of logistics jobs at overseas [] facilities which will become vacant during caldendar year 1981. As in the past, the final selection will not be restricted to those who apply; all ML careerists will be considered. Careerists are encouraged to apply, however, to let their career panels know their current, specific interests. The final selections will be based on qualifications, experience, ranking and career development. []

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2. A number of incumbents of these positions have or may be requesting extensions of their present tours. We will defer action on these extension requests until all candidates are considered. []

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3. Logistics careerists desiring additional information or wishing to apply for these positions should contact [] Personnel and Training Staff, on extension [] The deadline for applications is 7 November 1980. Careerists currently serving overseas will be notified of these vacancies. []

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James H. McDonald
Director of Logistics

Att
As stated

Unclassified
when detached
from attachment.

OVERSEAS VACANCIES - CY 1981

	<u>GRADE</u>	<u>LOCATION</u>	<u>POSITION TITLE</u>	<u>DATE</u>	<u>JOB DESCRIPTION</u>
1.	GS-12	<div></div>	Procurement Officer	June 81	No. 2 logistics officer. Responsible for procurement in support of local, regional, and worldwide activities.
2.	GS-12		Supply Officer	Sept 81	Responsible for procurement, storage, disposal, maintenance, and accountability of supplies and equipment.
3.	GS-12		Logistics Officer	June 81	Senior logistics officer.
4.	GS-12		Logistics Officer	June 81	Senior logistics officer.
5.	GS-12		Logistics Officer	late June 81	Senior logistics officer.
6.	GS-11		Logistics Officer	Oct 81	Senior logistics officer.
7.	GS-11		Logistics Officer	June 81	No. 2 logistics officer. Responsible for requisitioning supplies and equipment, property accountability, and furniture for quarters.
8.	GS-09		Supply Assistant	early Nov 81	Local procurement, maintains property records, CMR, and inventory.

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	<u>GRADE</u>	<u>LOCATION</u>	<u>POSITION TITLE</u>	<u>DATE</u>	<u>JOB DESCRIPTION</u>
	9. GS-09	<div>25X1</div>	Logistics Assistant	late May 81	Base transportation officer, property accountable officer.
	10. GS-09		Supply Assistant	June 81	Chief, Supply; Type II account, assists in preparation of programs and budget.
	11. GS-09		Supply Assistant	June 81	Responsible for warehouse operations, disposal, and local procurement.
	12. GS-09		Supply Assistant	early Aug 81	Supervises warehouse activities, conducts local procurement.
	13. GS-09		Supply Assistant	mid-May 81	Responsible for property records, storage and issue, disposal, and TVA. Monitors repair and return of equipment.
	14. GS-09		Supply Assistant	Mar 81	Local procurement, maintains property records, shipping and receiving, and petty cash fund.
	15. GS-09		Logistics Assistant	late June 81	Supervises housing area work force and motor pool. Logistical procurement, property account and control officer.

	<u>GRADE</u>	<u>LOCATION</u>	<u>POSITION TITLE</u>	<u>DATE</u>	<u>JOB DESCRIPTION</u>
16.	GS-07		Supply Assistant	mid-July 81	Responsible for local procurement, warehousing, packing and shipping.
17.	GS-07		Supply Assistant	mid-April 81	Maintains property records, CMR, and inventory.
18.	GS-07		Supply Assistant	mid-May 81	Local procurement, TVA, revolving fund, and local liaison.
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19.	GS-07		Supply Assistant	June 81	Responsible for ordering, receiving, and storing communications supplies.
20.	GS-07		Supply Assistant	July 81	Accountable officer for commo Type II Account. Maintains and is responsible for liaison with communications contractors.